

FY 2014



# The Head Start Key Indicator (HSKI) Screener



**HEAD START**

*This information is considered to be privileged information per Exemption (b)(4) under FOIA and not releasable per 5 U.S.C. § 552(b).*

# Welcome & Agenda

- Welcome
- What is the Head Start Key Indicator (HSKI) Screener
- How the HSKI Screener will be implemented
- How to prepare for the HSKI Screener

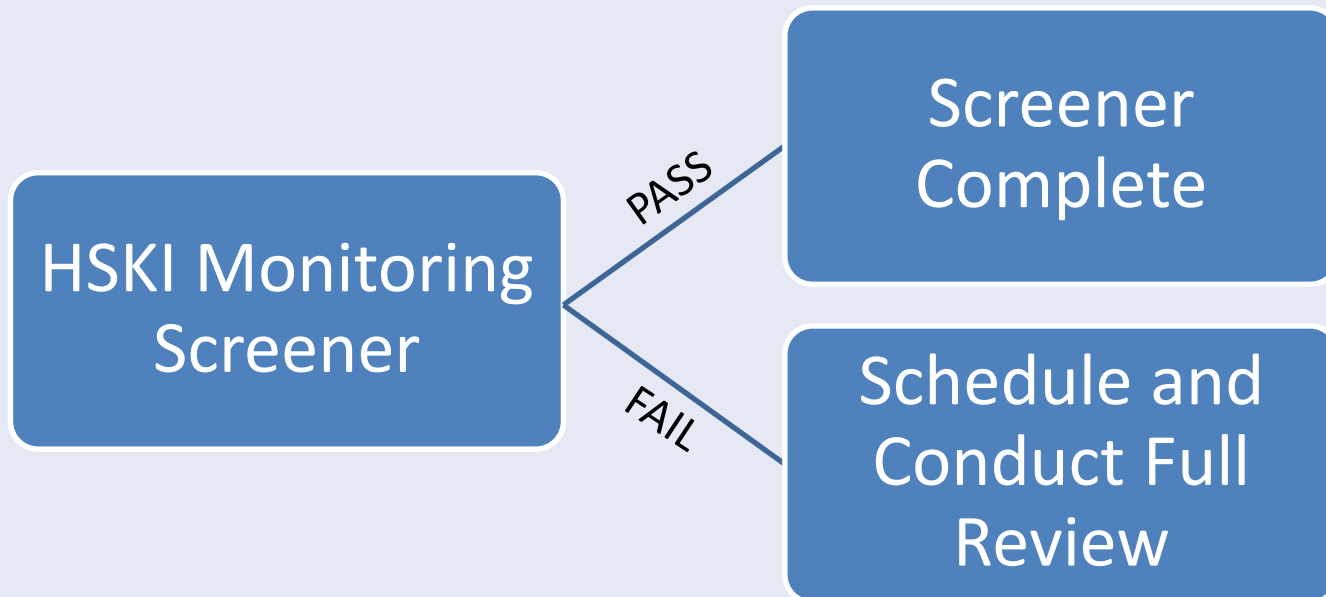


# What is the HSKI Screener?

- The **HSKI Screener** is designed for incumbent grantees
  - Incumbent grantees are those that successfully re-competed for their grant through a competitive award process, as part of the designation renewal process;
  - Incumbent grantees will receive an HSKI Screener;
  - Incumbent grantees who are not successful in passing the HSKI Screener will receive a full review

## What is the HSKI Screener? (cont.)

- The HSKI Screener is:
  - An evidence-based, differential monitoring tool used to monitor grantees
  - Comprised of a subset of 15 Compliance Measures from the OHSMS FY 2014 Monitoring Protocol

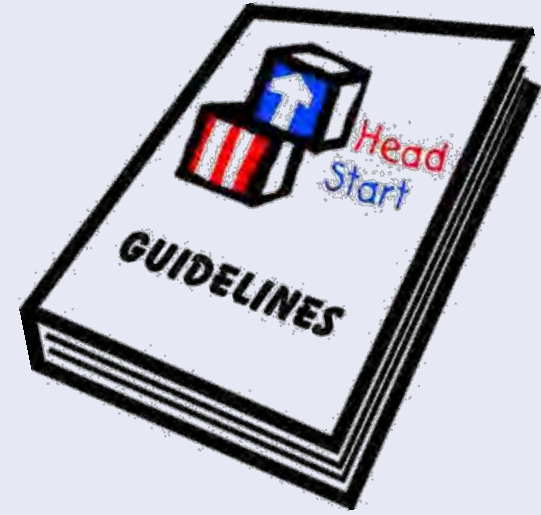


## HSKI Screener Implementation

- HSKI Screener will be conducted in FY2014, beginning in January
- Every grantee will receive a letter 14 days prior to the beginning of the HSKI Screener visit
  - To include date of HSKI Screener visit
  - Specific grantee instructions
- There will be 1 reviewer who will complete all HSKI Screener tasks
  - Most HSKI Screener visits will be 2-3 days depending on the size of the grantee

# HSKI Screener Implementation (cont.)

- Reviewer's tasks to complete
  - Interviews
    - Head Start Director
    - Health Services Coordinator
    - Policy Council
    - Governing Body
  - Child Files
  - Staff Files
  - Child Health and Safety Observations



# How to Prepare for the HSKI Screener

- Grantees should update their calendars
  - Email request will be sent to update calendar
  - Note all holidays, closures, special events, planned staff absences
  - **Update calendar no later than December 13, 2013**
- Update all HSES data to ensure accurate information is available



## How to Prepare for the HSKI Screener (cont.)

- Program must be open for the scheduled HSKI Screener
  - Ensure your calendar accurately reflects availability
- Staff, policy council, and governing body must be available for interviews
- Information for the child file reviews must be brought to a central location (e.g., grantee program office)



## What happens when your HSKI screener is completed?

- You will receive written notification from OHS
  - The letter will indicate whether or not a full review is needed
  - The reviewer will ***not*** be able to tell you whether you have passed or failed – OHS makes this determination

## Next steps

- **Update your calendar by December 13, 2013**
- Update all HSES data
- Notification Letter with HSKI Screener dates will be received 14 days prior to start of HSKI Screener visit
- If you have any questions, please send email to:

[headstartreviews@danya.com](mailto:headstartreviews@danya.com)